



FAQs on the State Measurement Program

Questions	Answers
1. What if people want more data elements in the template than already exist?	<p>The 2013 Template had significant improvements and expansions with a consensus, consultative process which was used for the 2014 Template. 2014 had some additions including plastics, construction and demolition (C&D) categories along with some hints and other improvements to improve data collection clarity.</p> <p>If the States in a region feel very strongly about adding new fields but a consensus is not reached with the rest of States involved in the process, an EPA Regional office with a paid subscription can request that Emerge add a separate reporting template that would only be available to States in that region. A set number of hours to support this activity is included with each subscription fee. Complex projects requiring significant amounts of time to setup and implement may require additional funds.</p>
2. Can more detail be added to the template (e.g. breakdown of components within C&D?)	<p>Yes, we anticipate there will be updates to the template that the states agree upon. However with such a large and complex program, future additions will need a strong majority with at least more than a twenty states actively collecting data of the particular area of interest</p>
3. Since EPA HQs is paying the subscription fee for the rollout of a customized EPA template, when does that begin?	<p>The official start of the EPA subscription for this project was in late July but Emerge will be flexible to work with specific Regions who need to extend the period for rolling out the program to their states.</p> <p>Regions can start promoting the project to their states at any time. 2014 Template is launched in August 2015 with a deadline of November 30, 2015.</p>
4. If Tribes and/or Tribal governments are interested in participating, can they enter data into the program?	<p>Tribes and Tribal governments cannot participate in the State Measurement Program directly because they are not States but they can use the features available in the Free Re-TRAC Connect accounts for their own waste tracking purposes. The same holds for US Territories. Tribes can report to their State and then the State can fill out the template.</p>
5. Can local governments fill out the State Measurement Program template?	<p>No, the State Measurement Program template is designed only for State government participation. The goal is to allow state-level data to be shared between States and the EPA.</p>



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	<p>Local governments can use the features available in the Free Re-TRAC Connect accounts for their own waste tracking purposes. Local governments can report to their State and then the State can fill out the template.</p>
6. How does this effort relate to the Integration Workgroup efforts?	<p>The tracking and reporting of State Program Information is in Re-TRAC as well. The SMM Resource Module has been added and was launched with the 2014 Template. The module has been pre-populated with information that each state needs to review, modify and updated at least annually. 2016 will be looking to further improve and integrate the two.</p>
7. What are the long-term costs to the States & EPA?	<p><u>FOR THE EPA</u></p> <p>For EPA, the fee is variable for the few years as more EPA Regions are phased in. This also includes the ability for EPA Regions to work with their States to develop region-specific reporting forms (if they choose), collaborate on updates/changes to the national template, and provide more analytical tools/reporting for the States in that region. EPA HQs has paid for the first two years and has confirmed funding to cover the 3rd year. The ongoing annual subscription is \$8,000 per year, per region (for a total cost of \$80,000 per year), which is far less than we pay for the MSW Characterization Report.</p> <p><u>FOR STATES</u></p> <p>As long as the EPA is paying the annual subscription fee, there will never be any fee for State governments to participate in the State Measurement Program. State governments will always have access for free through their Re-TRAC accounts.</p> <p>If, however, a State government chooses to use Re-TRAC to collect data from reporting entities in their state, then a subscription fee will be required. But these activities are not directly linked because State governments that collect data are doing so for their own internal purposes, not solely for the purpose of participating in the State Measurement Program.</p> <p>The long-term costs to the States that choose to use Re-TRAC are entirely dependent on their needs. For States that want to use Re-TRAC to collect the data and/or develop detailed reporting of their own, the subscription fee is population based. There is a higher (setup) fee the first year, and then a reduced annual subscription fee.</p> <p>Most of the States in the Region 4 pilot already subscribe to</p>



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	Re-TRAC, and have told us that they will continue using Re-TRAC to collect data from reporting entities in their state regardless of what EPA does.
8. What are the bottom line requirements for funds and responsibilities?	Please see the list of detailed costs (population based). As far as effort, it is an investment of time to get buy in from the States, showing them the free vs. customized options.
9. How does this compare to WasteWise?	<p>WasteWise is another example of how Re-TRAC is being used to help program managers (in this case the EPA) collect and manage information being submitted by organizations participating in their “program”. In the WasteWise example, WasteWise is the “program” and the Wastewise participants are the organizations filling in the data and reporting to the EPA Program Managers.</p> <p>For the State Measurement Program, the State governments are the organizations filling data into the State Measurement Program template and reporting to each other. The EPA can then access all of the information submitted by the States through “admin level access” to the State Measurement Program.</p> <p>Re-TRAC Connect is an integrated software system specifically designed to facilitate this type of data sharing and reporting between organizations.</p> <p>In regards to how the data fields in the State Measurement Program template differ from the fields collected in the WasteWise templates, the WasteWise forms are limited to what the program already reported prior to being built into Re-TRAC, and further limited in the changes/improvements that could be made based on OMB restrictions. WasteWise was also designed years ago, with businesses as the main audience/user. This is different from the new system in several ways:</p> <p>1) The State Measurement Program template was developed by State governments in an effort to share data with each other so is outside of any OMB restrictions.</p> <p>2) Re-TRAC is not a government system, and therefore does not fall under OMB restrictions (allowing for much greater flexibility).</p>



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	<p>3) The State Measurement Program was developed proactively with several stakeholder groups (gov't, business, etc.) and therefore may have greater applicability to a larger audience.</p> <p>4) This system was developed knowing that modifications would occur, and therefore can adapt to changing needs, whereas WasteWise is limited in its ability to be adapted.</p>
10. What if another State just chooses to use the Measurement Template?	The State Measurement Program template is designed for State-level data and would not lend itself to replication and use for collecting data from local governments, landfills, and other types of organizations within a State.
11. What are the different benefits/selling points for: a) a State that doesn't have a measurement system at all vs. b) a State that has a measurement system they are happy with?	<p>For a State with no measurement system, this gives them a great template to start with (that they can later adjust if they choose).</p> <p>For a State that already has an established data collection process, participating in the State Measurement Program does not preclude them from continuing their own system. North Carolina has a data collection system they are happy with, but saw the benefit of collaboration and data sharing. Therefore, they are able to transmit their data into the State Measurement system, while still utilizing their own system.</p>
12. We need more specifics on the "Why it's good for States and local gov'ts."	<p>Perhaps the most important benefit is that all 50 States would Voluntarily report consistent data into one measurement template, allowing EPA, States, and ASTSWMO to compare how recycling, reuse and source reduction is progressing across the country, as well as detailed information on their local programs, budgets, funding sources, grants, etc.</p> <p>This current benchmarking data could be transformed into a series of "best practice" publications or workshops to help recycling officials maximize the amount of material that their programs divert. The measurement program could also be used to map/inventory recycling operations across the US, and connect supply (sources of recycled material) with demand (from Material Recovery Facilities - MRFs - and industries). Connecting supply and demand for recyclables will create jobs, increase tax revenues, and expand recycling options in communities across each Region. For example, Region 4's 2010 data indicated that States saved half a billion dollars in landfill cost avoidance, generated \$1.5 billion dollars in recycling</p>



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	<p>revenue, and created almost 25,000 jobs, further demonstrating the power of this measurement program. States in R4 have used these reports to quantify the economic impact of recycling, thus demonstrating to local leaders the negative impact if they cut/reduce recycling programs. It has also encouraged additional State studies attempting to link supply and demand (as well as helping drive economic development/industry moving into the State). In addition to the economic reports, States can see how they compare to others around them, both on tonnage collected, tipping fees, staffing, how programs are funded, etc, and can access these comparisons online, versus contacting each individual State.</p>
<p>13. Some regions are concerned because only a few states in their region collect any data. They are concerned about the majority being N/A with no data. There is concern that EPA would have to convince each county within the state to report (if state doesn't already mandate reporting).</p>	<p>We anticipate that in the beginning there may be several areas without data. Region 4 had a similar situation with some of the States. What has happened is that those states who aren't reporting are using their "blanks" to show their legislators that their State is the only one in the region not doing it as an incentive to push for better reporting. Also, EPA doesn't have to convince the counties to report. For Region 4, the State Recycling Organization (SRO) for Georgia is encouraging local governments to report to the State and provide presentations on the system during their meetings. This is a long-term process. It may be that the Association of Local Governments could also be a champion of this.</p>
<p>14. What are States that are using the template using the data for/How are they using the free accounts?</p>	<p>Mississippi (who collects some data, but isn't allowed to "report" any of it) is using the regional reports to inform their legislators that MS is the only state in the region not sharing data and trying to use that to encourage better reporting.</p> <p>Several states in the Region are using the economic data (landfill cost avoidance/recycling revenue) to quantify for policy makers the true impact if they cut/reduce recycling programs in their local areas. For Region 4, the economic impact of recycling (for what's currently reported) is about \$2 billion. Without this data, many elected leaders looking to reduce budget deficits would not realize the magnitude of benefits that recycling has.</p> <p>During budget deliberations, several States request comparative data (eg. staffing levels, tipping fees, etc). Previously, States would have to contact each other individually for this information. Now, the State can access this information online, and see how they compare to other States, saving time and effort.</p>



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15. What do you get for free vs. customized?

FOR THE EPA

Both free and customized subscription-based accounts are available that will allow all Regions and States to participate in the State Measurement Program. Because funding is available to cover the subscription fees for all EPA regions for the 3 year roll out, each Region will be able to have access to all reports including tonnage data (waste and recycling), descriptions of the types of waste/recycling programs in the State, and financial summaries of how the programs are staffed and funded, tonnage data on a per capita & per household basis, as well as economic benefits reports (\$ saved on landfill cost avoidance, recycling revenue, jobs estimation, etc) for all States in the country.

FOR STATES

Both free and customized subscription-based accounts are available that will allow all States and communities to participate in the State Measurement Program. A free account assumes a State is collecting the data on their own, and then manually transfers the relevant information into the 15 question template. The free account allows States to run select analysis/reports for their State and compare themselves to other States across the nation. The available data includes tonnage data (waste and recycling), descriptions of the types of waste/recycling programs in the State, and financial summaries of how the programs are staffed and funded. However, if a State wants to use Re-TRAC to collect the data from their reporting entities (e.g. replace a paper-based reporting system), then that requires a subscription. With a subscription, States can also develop their own reporting form to comply with whatever reporting requirements they have for the State (e.g. Florida has a subscription and a specialized Annual Solid Waste Form that all counties are mandated to complete. This replaces their previous paper-based form).



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16. Can a company use the information from the template to help site an industry?	<p>Some States are beginning to use the data to help encourage industries to move into the State (e.g. an industry that needs specific recyclables as inputs into their own products can determine a general idea of quantities available).</p> <p>As in the example above, it is possible that the data could help determine the optimum location for a specific industry that requires specific materials (e.g. siting an anaerobic digester based on estimates of food waste). Likely, some additional analysis (outside of the template's capability) would be required for a full siting decision.</p>
17. Does a State government have to purchase a Re-TRAC subscription to access the State Measurement Program and built-in analytical reports comparing state-level data?	No.
18. Does a State government have to use Re-TRAC to collect data from their reporting entities when participating in the State Measurement Program?	No, a State government can use any system they want to collect data from the reporting entities in their state (e.g. paper surveys, spreadsheet files, etc.). The State would simply need to transfer the information from their system into the appropriate areas to complete the 15 question template. Using Re-TRAC Connect is only one option to consider.
19. If a State government decides to use Re-TRAC Connect as the system they use to collect data from their reporting entities, do they have to pay a subscription?	Yes. To embed custom surveys and to take advantage of the survey administration tools available in Re-TRAC Connect, a State government needs to purchase a subscription (State governments that collect data from reporting entities always incur costs to do this work regardless of whether it's a paper-based system or an online system like Re-TRAC Connect. The Re-TRAC system is just an efficient and cost-effective option to help them manage the process).
20. How do we know that paid subscribing States will input their data into the national template?	Both free and subscription States can share their data into the State Measurement Program template. To ensure a quality control step, the States manually transfer their data into the template (there is no software-controlled automatic rollup of the data from their data into the template). There is no "mandate" that states participate/input data, so effectively, we cannot ensure it. However, as States and Regions have been approached with the idea of the template, the majority have been interested/favorable. As we move forward, part of the Regions' roles will be to explain the benefits of participation to their States and to encourage that they share the data.



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21. What if only local governments are interested in collaborating? How is that different from when a State takes the lead?	<p>Local governments cannot participate in the State Measurement Program which, by definition, has been designed to allow State-level data to be shared between States and with the EPA.</p> <p>Local governments can, however, use both free and paid Re-TRAC Connect accounts (tracker upgrade) for a wide range of data sharing and information management activities. See a complete list at the Re-TRAC website accessible here: http://www.emergeknowledge.com/re-trac/features.html. These accounts do not relate/correspond to the State Measurement Program.</p>
22. Did initial discussions with Region 4 States require a formal agreement that States would input the data?	<p>No, Region 4 States wanted to share data, and as such there was only a verbal agreement/consensus. Perhaps going forward, setting up a work plan would be better than a formal agreement (due to the legal implications of a formal agreement).</p>
23. There have been several questions about definitions.	<p>Common definitions can be found in the definitions page linked within Re-TRAC and on the State Measurement Website. In most cases, the States either used the definitions from the MSW Characterization Report, or their definitions were legislatively mandated (and therefore not changeable). Individual definitions shared by the states are in the reports and records. The consensus early on for definitions of the sectors (residential, commercial, industrial, institutional, other).</p>
24. How do we account for differences in how States calculate their info? E.g. NJ counts scrap cars vs NY does not. Also, how does waste to energy get counted? Are we going to count this under disposal or allow it to count as recycling?	<p>The different ways of calculating recycling rates is addressed through an agreement between States on how they report different waste streams and materials. A field to track scrap cars could still be added to the reporting form, but those weights could be excluded from any reports generating recycling rates. It would still be useful to know how many tons of scrap cars were collected in any State that tracks that data. In the future, States may want to re-evaluate how they calculate rates, so having that material reported now is still a good idea.</p> <p>WTE is counted under energy recovery, and is separated out from incineration and/or landfilling, etc. So they can differentiate exactly where the tonnage is going if that data is available to them.</p>



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25. Since the template uses the SC jobs calculator to estimate jobs created there needs to be more effort to determine the level of confidence/reliability/repeatability of this calculation for other parts of the country.	The Measurement Implementation Team and EPA is researching ways to expand and improve these calculations.
26. Do the reports allow you to calculate the GHG emissions from the WARM model (like WasteWise)?	Currently, the State Measurement Program does not link to GHG emissions, although this functionality could be added in the future.
27. Who enters the data into the measurement system?	<p>If by “the measurement system” you mean the State Measurement Program template, then the answer is that only State governments and their designees can access the State Measurement Program template and share data with other States.</p> <p>If by “the measurement system” you mean the Re-TRAC software, many different types of organizations are reporting to many different agencies through Re-TRAC Connect.</p> <p>Re-TRAC Connect is an integrated, web-based information management platform that has been designed to help any type of organization collect, organize and analyze waste management and recycling information. It is used by local, state, and national governments throughout North America for a wide range of data management and reporting programs. As such, many local governments, landfills, businesses, etc. are using Re-TRAC to access reporting forms and submit data but these activities are completely independent of the State Measurement Program.</p> <p>One of the main reasons that the Re-TRAC software was selected for the State Measurement Program is because many State governments were already using the system to collect data from reporting entities in their states and were familiar with how efficient and effective the software is.</p>
28. If a State government collects data from reporting entities using Re-TRAC do they still need to manually input the data into the State Measurement Program template?	Yes. The States manually transfer their data into the template (there is no software-controlled automatic rollup of the data from their data into the template). This is intentional, as it provides a quality control step that not only allows the State to confirm they want to share the data, but also to confirm the data is accurate.



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29. I would like more robust knowledge of how the system works so we can effectively advocate it to our States/local governments.	<p>There is a high degree of sophistication and integration of the Re-TRAC system involves a fairly high level of complexity and is not easy to understand how it all fits together at first. Regular walkthrough webinars will greatly assist in this. As the program rolls out and the template is available for use, detailed training webinars will be offered. Refresher webinars can be organized later in the term to provide EPA staff an orientation on how the system works, especially for those States who participate later.</p> <p>The Measurement Implementation Team can also provide power-points and FAQ documents to supplement user needs.</p>
30. How would an organization become familiar with using the Re-TRAC system?	<p>For users of the EPA and State level accounts, Emerge is available to conduct webinars upon request.</p> <p>Emerge hosts free webinars every Tuesday for local government and other users. In addition, Emerge has been holding training workshops at several related conferences, and provides training to their clients directly as well.</p>
31. Can third-party organizations get access to the State Measurement Program data?	<p>State governments and the EPA can decide who they would like to share the data with. In those instances a read-only account can be set up. This will allow a user to view the analytical reports that are available for the free State accounts. Third-party organizations will not be allowed to enter data into the system unless a State designates a third party to be authorized to place information in Re-TRAC.</p>
32. Could an organization like NEWMOA or SERDC access the data?	<p>EPA can provide them access to the data. See #32 above.</p>
33. What analytical/comparative reports do State governments get access to if they complete and submit the State Measurement Program template?	<p>If the EPA region in which the State is located has a paid subscription, the State can access all available reports for all States in the country. If the EPA regional office in which they are located does not have a subscription, the State can only see reports analyzing data from States within their region. See Appendix A for more details.</p>
34. How does the system allow the States to “talk to each other?”	<p>The process of sharing data with each other through the State Measurement Program is a form of communication between States.</p>



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35. How many States are currently paid subscribers?	<p>Sixteen state agencies currently use Re-TRAC Connect to collect information for their own State-required reporting. Five of those are in Region 4, and therefore, also contribute to the State Measurement Program. All States have the ability to contribute data to the template.</p> <p>There are sixteen current State clients include: Alabama, Connecticut, Florida, Georgia, Indiana, Iowa, Massachusetts, Michigan, Minnesota, Missouri, New York, Pennsylvania, South Carolina, Tennessee, Texas (Texas Recycling Data Initiative) and Vermont.</p> <p>State governments using the measurement system have reported significant savings in the cost of managing their reporting programs. The many robust, integrated features available can significantly reduce the amount of time and money required to collect, manage, and analyze waste management and recycling data while improving the efficiency of the process for both the organization collecting the data and their reporting entities. For example, the State of Tennessee has saved significant time and money since implementing this system.</p> <ul style="list-style-type: none">• \$75,000 per year on Annual Reports (staff time, paper, storage costs, etc)• \$500,000 on reporting Tire Manifests (postage, paper, FTEs, reduced complaints)• \$20,000 on Recycling Markets Directory (eliminated another contract) <p>Florida has indicated that the use of a commercial system with shared definitions of reporting elements has saved staff time and many hours of data entry and management. South Carolina noted that the system is core to their reporting operations, while industry and trade association groups along with organizations like Curbside Value Partnership, Keep America Beautiful and others support this effort and see</p>



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Pricing

There have been numerous questions about pricing, and this can be a bit confusing. We have included an overview and some scenarios to assist in better understanding this:

Originally developed by the eight states of EPA Region 4, the State Measurement Program of a Measurement Template of 15 questions and a SMM Resource Module of state programmatic information is being rolled out nationwide. The template and module were designed for State governments to fill out and to annually update.

State governments can participate in the State Measurement Program with a Free Re-TRAC Connect account. State governments can also use Re-TRAC to collect data from their reporting entities if they choose, but a subscription fee is required for them to use this additional functionality.

The main distinction between a free account and a paid account for State governments is that the free account is used for reporting state level data and participating in the State Measurement Program and the paid account is used if a State has reporting requirements in place and wants to collect this information on-line using Re-TRAC Connect.

Some examples include:

- a. North Carolina collects data from their reporting entities through their own paper-based reporting system, but saw the benefit of sharing information across the region. Therefore, NC takes the data they have that pertains to the 15 question template and manually inputs that into the Re-TRAC system. This is FREE for them. This allows NC to share their data and to view the 15 question results from other States using the template, but still utilize their own reporting system.
- b. Florida has a state mandate that counties in Florida report their waste and recycling information. Before using Re-TRAC Connect to collect this data, FL used a paper based reporting system to collect this information. The paper forms were filled out by the counties and mailed in to FL DEP. This information was then manually entered into a database program. Now they have a paid Re-TRAC Connect subscription and are collecting annual reports from their counties on-line using Re-TRAC Connect. The counties who are mandated to report into Florida's system have access to the FL Annual Solid Waste Report on-line form for FREE and fill out and submit the information electronically. There is no data re-entry required at the state level and a wide range of analytical reports are available instantly. The State of Florida pays for the subscription as it is now the system used as their data collection system.



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As it relates to the national template, Florida takes the data collected from their counties through Re-TRAC Connect, reviews it for accuracy, and then manually transfers the data that



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is relevant to the 15 question template. This “transfer” is not automated because we wanted to ensure it as a quality control step, and a chance for the State to confirm that “yes this is the information I want to share with others on the national template.”

Tennessee has a similar subscription but has expanded even more. Their customized report includes several categories, and has replaced their tire manifesting system (for collection/recycling of tires), with e-manifesting. The subscription allows for greater flexibility and filtering, and the ability to email respondents (or a subset of respondents).

- c. Local governments can set up a Re-TRAC Connect account for free with the Tracker Light tool. In addition to accessing available reporting forms (like in Florida), counties can also make information about their programs available to the public, manage a directory of drop off locations, and post recycling events to a calendar. It also provides a tonnage tracking tool that helps them manage and analyze materials collected in their waste management programs and tallies how their efforts impact GHG emissions. However, they cannot access the national template, as the “profile questions” for local governments are not the same as the State Measurement template.
- d. There is a paid-for version at the county or local government level (called the Tracker upgrade). With the free version, you can only track tonnage data for one organization (e.g the county). But if a county wanted to track the cities within their county, they could get the upgrade (roughly \$1,750). For example, Indiana purchased the tracker upgrade and developed their list of questions from a list of pre-determined options. Now, all Solid Waste Districts use that one form to input their data by district. Now the entire group can run analytics to compare themselves to other solid waste districts in Indiana. This does NOT share data with the State Measurement template.
- e. Regardless of which option the entities choose, all States/territories in the US can choose to start with a free account, where they collect the data necessary to respond to the 15 question national template (to the best of their ability). They can then choose whether they want to use Re-TRAC Connect to help with the collection of the data and/or want to develop a more extensive list of questions for their own use.



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Appendix A

Re-TRAC Connect™ is a robust web-based recycling and solid waste data management platform with a broad adoption at the State level in the US. Re-TRAC Connect is capable of efficiently and cost-effectively allowing State governments to share key information about their Sustainable Materials Management programs through a standardized “State Measurement Program”. Automatically generated summaries of the data being submitted is then organized, aggregated and analyzed through a robust report engine and made available to other State governments and the US EPA.

While some of the information being submitted by State governments through the State Measurement Program is available in aggregate to EPA Regional and Head Offices at no charge, purchasing an “Achiever” level Re-TRAC Connect account provides the EPA with access to more detailed State-level reports and a number of other features and benefits as outlined below.

Key Features Included with “Free” EPA Accounts

1. **Limited Number of State Reporting Summaries** – Free account users get access to a select set of reports grouped within the “State Data Measurement Reports” module. These reports compare and contrast data being submitted via the State Measurement template only for the States located within the jurisdiction of the local EPA Regional Office using the free account. (see Attachment “A” for a listing of the types of reports currently available with the Free account based on the data fields built into the State Measurement Program). Note that the State Data Measurement Reports Module summarizes data on a State-by-State basis (not showing all States and all questions in a combined table).
2. **Help Develop Consistent National MSW Data Fields** – The opportunity to participate in the development of national set of core data fields that all states will agree to collect where possible. Note that it is anticipated that the template will evolve over time to include new data fields.
3. **Searchable Map of Facilities** – The ability to contribute listings to a searchable map of reporting facilities, drop-off sites, and other waste management locations and events.
4. **Communicate With Colleagues And Peers** – Access and participate in a national discussion forum available to all Re-TRAC Connect users.

Additional Features Available to the EPA with a Paid Subscription

The ongoing annual subscription fee (after all phases have been completed) for the EPA Head Office and each Regional Office to access the full set of features and functionality available through a full Re-TRAC



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“Achiever” account is \$80,000. The three year build out cost of Phases 1-3 is \$259,425. Additional features available with the subscription include the following:

1. **Comprehensive Access to State Reporting Summaries** – A paid subscription provides each EPA regional office with a comprehensive set of analytical reports on the data being submitted by all states in the country. In addition to the State Data Measurement Reports module, access is also provided to the following report modules:
 - State Data Measurement Forms Module (providing a view of each individual state responses as well as a summary table listing how each state answered in each question in the template).
 - State Data Measurement Per Capita & Per Household Report Modules (providing analytical reports comparing State data normalized on a per capita and per household basis).
 - State Data Measurement Benefit Report Module (summarizing a range of economic benefits associated with waste diversion activities on a State-by-State basis).

Note that additional analytical reports will become available as additional fields are added to the template over time).

2. **Collect Additional Survey Information Using Re-TRAC Connect** – If the States in the EPA Region agree, additional Region-specific questions could be added to the standard set of questions being filled out using the State Measurement Program. This data would then be rolled up and made available to the States in that region and the EPA regional office.
3. **Embed Content In Community Center** – Re-TRAC Connect clients have the option of embedding tools, resources, and general information about resource conservation in the “Community Center” area within Re-TRAC Connect that all users can access. This information can be tailored based on geography and/or organization type which would allow the EPA to deliver content to a subset of users in a particular state or region (e.g. programs to promote food waste diversion could be promoted to all restaurants in the New England states or every business with a Re-TRAC Connect account in the US)
4. **Community Programs Filter** – The ability to query the database of local government waste management program characteristics as submitted by local governments with Re-TRAC accounts.
5. **Searchable Map of Facilities** – Ability to embed an EPA “branded” searchable directory of reporting facilities, drop-off sites, and other waste management locations and events on a separate website.
6. **Communicate With Colleagues And Peers** – With a subscription, EPA Regional offices have several additional communication options available to them through their Re-TRAC Connect accounts including:



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- Access and participate in an EPA-specific discussion forum available to all Re-TRAC Connect users
 - The ability to send notifications and communicate with state governments participating in the State Measurement Program.
 - Promote EPA priorities via a monthly update email sent to all Re-TRAC Connect users in the US (content can be tailored regionally)
7. **Tailored Training & User Support** – Each EPA Office with a subscription has access to the staff of Re-TRAC Connect for training and professional support regarding surveys and reports.

State Level Users

State level Re-TRAC users also have a Free Account Option for the purposes of participating in the State Measurement Program but can upgrade to a paid subscription if they want to also use the Re-TRAC platform to collect and manage data from their own reporting entities.

With a free account, State Governments can participate in the State Measurement Program and access the same limited set of analytical reports available to the EPA in their Free account (i.e. State Data Measurement Reports module).



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Attachment A

Free Account Reports

The following report module is available with a Free account. Note that these analytical comparisons are available for only those States within the jurisdiction of an EPA Regional Office (not for all State data).

State Data Measurement Summary Reports Available with the Free Account

The following summary reports are available based on the data being submitted by each state participating in the survey:

- Disposal by State
- Disposal Characteristics
- Municipal Solid Waste Disposal Facility Information
- Recycling
- Waste Reduction
- Recycling Collection Systems
- Recycling System Types
- Disposal System Types
- Hauler Information Statistics
- Landfill Capacity
- State by State Qualitative Information
- State Staffing
- State Program Funding
- Local Government Funding (or total programs using systems)
- Tipping Fee Gate Charges
- Recycling and Diversion Rate
- Pounds/Person By Activity
- Landfill Cost Avoidance
- Economic Benefit of Recycling

Additional Reports Available with a Paid Subscription

State Data Measurement Forms Module

This module provides access to summaries of the responses provided by each state as well as an overall summary table comparing each response from each State to all questions in the survey.



FAQs on the State Measurement Program

State Data Measurement Per Capita and Per Household Report Module

This module provides access to summaries of the responses provided by each state normalized on a per capita and per household basis.

State Data Measurement Benefit Report Module

These reports summarize a range of economic benefits associated with waste diversion activities on a State-by-State basis including:

- Recycling and Diversion Rate
- Pounds/Person By Activity
- Landfill Cost Avoidance
- Economic Benefit of Recycling